

27 September 1982

MEMORANDUM FOR: Director, Intelligence Community Staff
FROM: Chief, Personnel/ICS
SUBJECT: SIS Rank Stipend and Performance Award Allocation

1. Later this month, the DDCI will forward to the ICS a single DCI/DDCI awards allocation for Permanent Cadre and CIA detailees assigned to the ICS. As there is no supplemental allotment for Agency detailees, the ICS will have to coordinate its recommendations with the appropriate Agency Career Services.

2. Although we have not yet received an official allocation for rank stipend and performance award recommendations, and will not prior to 1 October 1982, [redacted] C/SIS Support Staff, Office of Personnel, has advised me that our Fiscal Year 1982 allocations will probably be as follows:

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One Meritorious Officer Rank Stipend
Five 10% of Payable Salary Performance Awards
One 15% of Payable Salary Performance Award

3. The ICS Awards Panel should consider the individuals on Attachment A who have served on the ICS during Fiscal Year 1982. Their PAR rankings are listed as Attachment B. PAR rankings for eligibility for awards or stipends are as follows:

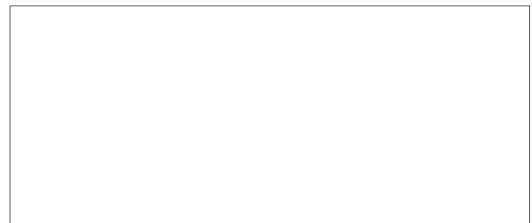
a. Distinguished Stipends (\$20,000) - an overall 7 on the PAR with ratings of 7 on most individual duties and a rating of no less than 6 on each individual duty.

b. Meritorious Stipends (\$10,000) - an overall 6 or better, with ratings of no less than 6 on each individual duty.

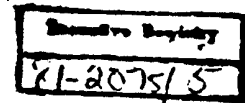
c. Performance Awards - an overall 6 or better, and a rating of no less than 5 on each individual duty.

4. The Executive Committee decided in 1980, that Component Review Boards should consist of at least three members senior to those being considered for awards or stipends. Please advise me when you would like to meet and whom you have invited as the two other reviewers.

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21 October 1981

MEMORANDUM FOR: Deputy Director for Administration
Director, National Foreign Assessment Center
Deputy Director for Operations
Deputy Director for Science and Technology
Chairman, E Career Service
Director, Intelligence Community Staff

FROM : Deputy Director of Central Intelligence

SUBJECT : Senior Intelligence Service (SIS) Rank Stipend
Criteria

1. The Distinguished and Meritorious Officer Rank Stipends are the two most prestigious awards provided for under the SIS awards program. As you are aware, we are extremely limited as to the number of officers who may receive these ranks. Therefore, it is important that the general criteria we use are consistent and provide a common base for the evaluation process. To assist you and your line managers in evaluating SIS officers for rank stipends, the following criteria should be taken into consideration:

a. demonstration of the qualities of strength, leadership, integrity, industry, and personal conduct of a level that establishes and maintains a high degree of Agency confidence and trust;

b. career achievements that are generally recognized throughout the Agency, including service to CIA as a whole or acknowledged at the Community level;

c. Successful use of human resources as evident through high workforce productivity, effective development and recognition of subordinates and achievement of equal opportunity goals;

d. demonstration of personal initiative and innovation in overcoming obstacles to achieve organizational objectives;

e. improvements in quality of work, efficiency and/or timeliness of performance;

f. achievement of significant cost reduction enabling the Agency to reallocate resources to higher priority activities;

g. unusual levels of cooperative efforts within the Agency and/or Community and other agencies;

h. especially successful efforts in affirmative action;
and,

i. record of accomplishment in a variety of programs and assignments over the past several years.

Nominees should normally meet many of the foregoing criteria. In all cases nominees should reflect credit on their Career Service and the Agency.

2. The rank stipend nominating memorandum should address the following areas:

- brief description of scope and importance of nominee's work.
- extent of ingenuity, innovation, and dedication demonstrated by the SIS officers in dealing with critical issues, problems, and the achievement of important goals and objectives.
- beneficial results achieved through the nominee's leadership.
- effectiveness in the management of human resources.
- major career-related awards and honors received (indicate dates).

B. R. INMAN
Admiral, U.S. Navy

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